

26 January 1959

MEMORANDUM FOR: Special Assistant, CR

SUBJECT : Comparison of Air Force and CIA Coding of Air  
Information Reports - Status Report as of  
23 January 1959.

1. The first AF Minicard Code Sheets were received in the Analysis Branch on Friday, 16 January. The receipt of documents has been slow and therefore the number of coded reports reviewed is lower than normal for this week of review.

2. Analysis Branch review of documents takes into consideration only those elements listed in the attached memorandum. Our primary interest is the selection of proper and adequate codes to index the information contained in the intelligence report. Air Force phrase coding is not a part of this review; however the senior analyst reviewing the reports has had 2 weeks' training in AF Minicard coding and has commented that the AF codes are usually combined in one phrase although more than one phrase is justified.

3. The number of reports reviewed last week was 39; 4 reports were incorrectly coded and could not be accepted for our intellofax input. Errors consisted of selection of incorrect and insufficient subject codes (including modifiers); there were no errors in area codes. [redacted] 25X1A9a has reviewed all these errors and has discussed them with AFCIN 1B2 who will make the necessary corrections to their Minicard file. No record was kept during this week of Analysis Branch errors because a new trainee was coding some of these reports. Henceforward our errors will be recorded in the weekly report.

Summary for Period 15 Jan. - 22 Jan. 1959

Documents with Coding Errors

Number of Documents  
39

By AFCIN  
4

By CIA  
\*

\*Not recorded this period

Attachment  
As stated above.

25X1A9a  
[redacted]

Chief, Document Division

25X1A9a

Prepared by [redacted] - Staff Assistant, DD